



**ARCHITECTURAL REVIEW AND HISTORIC PRESERVATION BOARD**  
**REGULAR MEETING MINUTES**  
**FEBRUARY 20, 2018**

**1. CALL TO ORDER**

Chairperson Tory Parish called the meeting of the Architectural Review and Historic Preservation Board to order at 6:30 pm in the Commission Chambers of City Hall. A moment of silence was followed by the Pledge of Allegiance.

Roll was called and quorum was declared present.

**Present:** Chairperson Tory Parish, Vice-Chairperson Ryan Hinricher, and Board Members: Phillip Baker, Kay Cappleman, and Jessica Stone

**Absent:** Eric Rainville (unexcused)

**Staff Present:** Urban Designer Kelly Carson, Economic Development Director Tanja Gerhartz, Senior Planner Shane Friedman, and Recording Secretary Kathleen Rathel

**2. APPROVAL OF MINUTES**

***Motion by Kay Cappleman to approve the regular meeting minutes of May 16, 2017 and seconded by Jessica Stone. The motion carried unanimously 5 – 0.***

**APPLICATION FOR CERTIFICATE OF APPROVAL**

**3. 24 E Joiner Street – Kelso Investments LLC**

Urban Designer Carson presented a Certificate of Approval request for façade renovation to an existing 2,200 square foot building located at 24 E Joiner Street. The single story masonry structure is non-contributing and was built in 1946 and occupied by a shoe repair shop for many years. The front elevation along E. Joiner Street shows two existing storefronts with two different roof systems, two doors and four windows. Adjacent properties include the Pharmacy, an art glass business, a boutique clothing shop, a newly renovated professional office, a health care organization, and a municipal parking lot.

The applicant proposes to completely renovate the existing front façade by removing the existing awning, mansard roof, windows, doors, and existing wood siding. The new façade will be rebuilt with two storefronts containing transoms, transparent windows, and kick plates. The primary exterior will be brick in a ruddy red color. The parapet will be approximately 14 feet in height featuring brick corbels along the top and the awnings over each door will be mill finished aluminum I-beam frame. Staff has reviewed the application and recommends approval subject to the conditions outlined in the Staff Report.

Board Member Baker inquired about the type of material to be used on the top of the awnings. The applicant replied they would be aluminum. General discussion ensued on the brick type, size, and color. (*see examples Exhibit A*) Ms. Carson clarified the color scheme would be approved by Staff but any building change would be approved by the Board.

